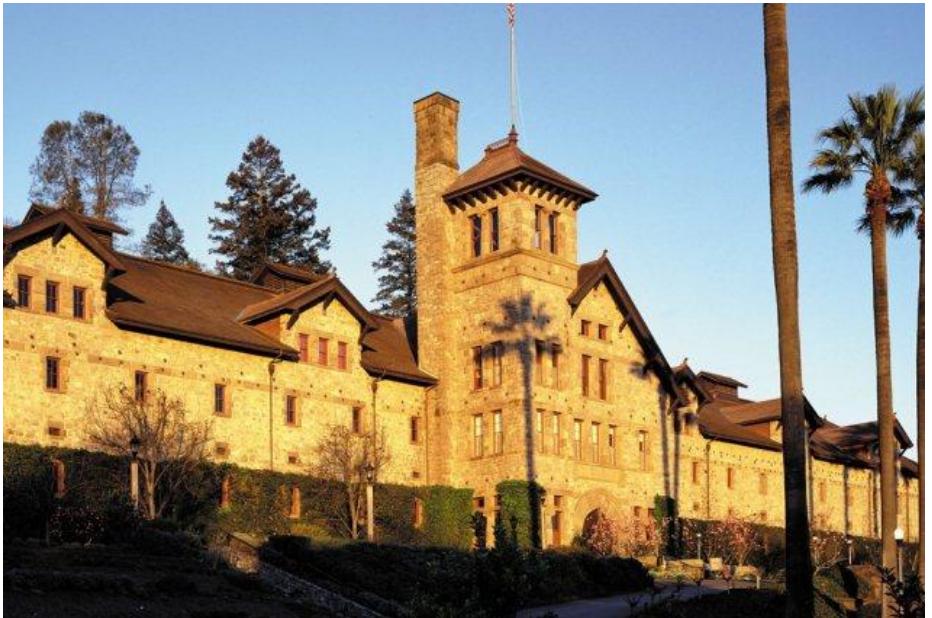




Culinary Institute  
of America

# Greystone Campus Sexual Assault Bill of Rights

Statement of Rights for Victims of Sexual Violence



## **VICTIM STATEMENT OF RIGHTS**

For all students and employees who report an incident of sexual violence – covering sexual assault, domestic violence, dating violence and stalking.

Victims are entitled to specific rights whether they pursue a formal complaint or not. Additionally, written notice of these rights must be provided to a student or employee when they report their victimization. Institutions must afford any student or employee who reports that they have been the victim of an incident of sexual violence, either on or off campus, with the following information and rights:

As a complainant of sexual misconduct, you have a right to:

- Privacy, including in accordance with the Family Educational Rights and Privacy Act (FERPA) (**for students only**), subject to the Institution's legal obligation to investigate, remedy and address Sexual Misconduct on campus. The CIA will make all reasonable efforts to ensure the preservation of privacy, restricting information to those with a legitimate need to know;
- A prompt and thorough investigation and appropriate resolution of all credible complaints of Sexual Misconduct;
- Be treated with dignity and respect throughout the process;
- Receive in writing information regarding how to access available resources such as counseling, advocates, support, mental health and medical treatment, legal assistance, visa and immigration assistance, academic support and/or accommodations, changes in work schedules or on campus living arrangements, and student financial aid;
- Choose to contact off-campus law enforcement and/or have campus authorities, including campus safety, assist you in contacting law enforcement;
- Receive timely written notice of all alleged violations within the Complaint, including the nature of the alleged violation and possible sanctions;
- An advisor of your choice through the investigative and/or appeal process;
- An outcome based solely on evidence presented during the investigative and/or appeal process. Such evidence shall be credible, relevant, based in fact, and without prejudice;
- Be notified simultaneously with the Respondent, in writing, of the outcome, including the outcome of any appeal;
- Be fully informed of the Harassment, Sexual Misconduct, & Discrimination (HSMD) Policy including procedures for reporting, investigation, and resolution of a Complaint, as well as possible sanctions;
- Receive timely information regarding the status of the process, including notice of any significant delay and the reason for such delay;
- Receive assistance by the CIA/Campus Safety to obtain transportation and or escort Students to and from classes, vehicles, residence halls, medical appointments, counseling sessions, legal advising sessions, etc.;
- Appeal the outcome and/or sanction(s) in accordance with the process outlined in the HSMD Policy;
- Know that a determination as to whether a violation of the HSMD Policy occurred will be based on the preponderance of evidence standard (more likely than not);
- Not have any personally identifiable information contained in any publicly available reports or disclosures required pursuant to the Clery Act including, but not limited to, the daily crime log;
- Not experience Retaliation;
- Disclose, if the Respondent is an Employee of the CIA, the incident to the CIA's Human Resources authority; and to request that another Employee assist you privately in reporting to Human Resources;
- Receive assistance from appropriate CIA representatives in initiating legal proceedings in family court or civil court;
- Withdraw a Complaint or involvement from the CIA process at any time;
- Be given a copy of these rights when you make a Complaint.

## **IMMEDIATE STEPS TO TAKE** **IF YOU ARE A VICTIM OF SEXUAL ASSAULT**

**Call the Crime Victim/Rape Crisis Hotline** at 707-258-8000 or 707-255-6397. They will ensure that a trained advocate is available to assist you at the hospital and will work directly with the hospital staff to enlist the services of a Sexual Assault Nurse Examiner (SANE). The nurse can provide pregnancy tests and preventative treatment for some sexually transmitted infections (STI) free of charge. **Inform the nurse if you suspect being drugged.**

**Adventist Health St. Helena**  
10 Woodland Road, St. Helena  
707-963-6425

**Queen of the Valley Medical Center**  
1000 Trancas Street, Napa  
707-252-4411

**Preserve Evidence.** Preserve evidence of the sexual assault – do **not** bathe, shower, douche, eat, drink, or brush your teeth. If possible, try not to eliminate any waste. Any of these behaviors can wash away evidence. Any clothing, if not still being worn, and any bedding or fabric should be preserved and not laundered. These items may contain forensic evidence and be useful if you decide to report the crime to law enforcement. Put them in a paper bag, not plastic.

**Bring a change of clothes;** you may need to leave what you're wearing at the hospital.

**Call Campus Safety and a trusted friend.** Safety can drive you to the hospital and your friend can be there for support.

**Make an official report to the CIA**

Assistant Dean – Student Affairs 707-967-2486  
Campus Safety 707-548-2478

Title IX Coordinator (Hyde Park - Roth Hall W401F) 845-451-1614 **\*Emergency access to Title IX Coordinator available by contacting Campus Safety**

**Consider filing a police report.** To file a police report, contact the **St. Helena Police Department** at 707-967-2850 OR **Napa County Sheriff's Department** at 707-942-5370. **Campus Safety** can assist you in contacting them.

Know that it is your right to have an advocate present while being interviewed by the police. **Advocates** are available through the **Rape Crisis Hotline:** 707-258-8000 or 707-255-6397.

## **Important Information**

### **EMERGENCY HELP**

To ensure your safety, get immediate medical assistance, or to report a crime that has just happened, please call:

#### **On CAMPUS**

**Director – Campus Services** 707-967-2313

**Campus Safety (24 Hours)** 707-548-2478

#### **Off CAMPUS**

**NEWS – Domestic Violence & Sexual Abuse Service** 707-258-8000

**(24 hour hotline)** 707-255-6397

Will send an advocate to meet you at the hospital and help with crisis intervention.

**St. Helena Police Department** 707-967-2850

**Napa County Sheriff's Department** 707-942-5370

Or 911 for emergency

#### **Other Numbers**

**Student Services** 707-967-2420

**Student Counseling** 707-967-2443 OR  
707-815-2766

**CIA Greystone Student Affairs** 707-967-2486

**Student Affairs\*\*** 845-451-1281

**Title IX Coordinator\*\*** 845-451-1614

**Section 504/ADA Coordinator\*\*** 845-451-1615

The Culinary Institute of America (CIA), being committed to respect for diversity and equal opportunity in education and employment, does not discriminate against individuals. The CIA expressly prohibits discrimination against and harassment of individuals on the basis of any protected characteristic, including: race, color, sex, sexual orientation, gender identity and expression, religion, disability, age, genetic information, familial status, marital status, veteran status, ancestry, national or ethnic origin, and any other protected group or classification under the law. In addition, the CIA prohibits Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence, Sexual Exploitation and Stalking.

The Harassment, Sexual Misconduct, and Discrimination Policy shall apply to conduct that occurs on the CIA's campus, on CIA technological systems, at CIA-sponsored programs, activities and events, including: admissions, financial aid, academic matters, career services, counseling, housing, employment policies, scholarship programs, health services, and all other programs and activities available at the CIA. Except as otherwise provided below, this Policy applies to conduct off-campus when a person accused of Prohibited Conduct is a matriculated CIA student or when the alleged conduct has a continuing adverse impact upon the CIA work or school environment.

**\*\* Office located on our Hyde Park, New York campus**

The "Campus Sexual Assault Victims' Bill of Rights" exists as a part of the campus security reporting requirements, commonly known as the Jeanne Clery Act.